

Approved

***City of York Board of Architectural Review
Minutes
January 10, 2022***

Members present:

Chairperson Beth Bailey
Gene Gaulin
Gary Stewart
Quinn Witte

Members absent:

A. Lee McLin
Diane Hanlon
Linda Lowman

Others present:

Planning Director Breakfield
Zoning Administrator Blackston
(see sign-in sheet)

Chairperson Beth Bailey called the meeting to order at 6:30 p.m.

The first item of business was approval of the draft Minutes from the December 6, 2021 meeting. Upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board conditionally approved the Minutes with the notation of the appreciation of the Zoning Administrator being added.

The second item of business was consideration of a certificate of appropriateness (COA) for the Gateway Corridor District for Take 5 Express Car Wash to be located on East Liberty Street near Cooperative Way.

Planning Director Breakfield reminded the Board of requirements from the Gateway Corridor Overlay District.

After discussion and upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board conditionally approved the application as submitted based on staff comments being addressed in the January 10th email correspondence.

The third item of business was consideration of a certificate of appropriateness (COA) for the Gateway Corridor District for freestanding signage for Take 5 Express Car Wash.

Planning Director Breakfield reminded the Board of requirements from the Gateway Corridor Overlay District.

After discussion and upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board denied the application as submitted and the applicant was asked to reapply with a sign design that complied with Gateway standards.

The fourth item of business was consideration of a certificate of appropriateness (COA) application for freestanding signage at 12 North Congress Street for Congress Street Pharmacy.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

The fifth item of business was consideration of a certificate of appropriateness (COA) application for awnings to be placed at 12 North Congress Street for Congress Street Pharmacy.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gene Gaulin, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

The sixth item of business was consideration of a certificate of appropriateness (COA) application for perimeter wall and foundation repair at 206 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

The seventh item of business was consideration of a certificate of appropriateness (COA) application for renovations at 6 West Madison Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Quinn Witte, seconded by Gary Stewart, the Board unanimously approved the application as submitted with the notation that the window portion of the application was withdrawn by the applicant.

The eighth item of business was consideration of a certificate of appropriateness (COA) application for renovations at 10 College Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board unanimously conditionally approved the foundation, roof, windows (no vinyl to be used), and enclosure of the rear hallway.

The ninth item of business was discussion of the process to finalize vinyl building material usage requirements.

After discussion and upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board unanimously decided to dedicate an appropriate amount of time on the February agenda to discuss the draft vinyl policy statement.

The tenth item of business was documentation of certificate of appropriateness applications.

The eleventh item of business was an update regarding staff-approved certificates of appropriateness. Zoning Administrator Blackston indicated that there was one staff-approved COA application to report at this meeting. The COA is listed below:

- 220 East Jefferson Street – fence

There being no further business, the meeting was adjourned at 8:10 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP
Planning Director

cc: File, Board of Architectural Review 1/10/2022
Seth Duncan, City Manager